

**TOWN OF CHESTER
PLANNING COMMISSION**

**August 17, 2015
Minutes**

PRESENT: Tom Bock; Randall Wiggin; Naomi Johnson; Harry Goodell; Randall Wiggin; Claudio Veliz

VISITORS: Julie Hance, William Lindsay; Addison Greenwood; Amy Anderson; Justin Anderson

The meeting was called to order at 7:00 p.m. by Chairman Bock

1. APPROVAL OF THE MINUTES:

A motion was made by Harry Goodell to approve the minutes of the August 3, 2015 Planning Commission Meeting with the following changes. Seconded by Naomi Johnson. The motion passed.

2. REVIEW SIGN SECTION OF UNIFIED DEVELOPMENT BYLAWS:

Justin Anderson, owners of Meditrina, stopped by to become part of the process.

Michael Normyle stated that he has been around town checking the lumens at night of various signs. He showed the Planning Commission photographs of some distinct places in town.

Claudio Veliz presented a model ordinance for illumination. He stated that he will provide this document to Michael Normyle for his review. The Planning Commission discussed sign lighting in general. Following discussion, it was agreed to remove the second half of the 2nd to last sentence of 16(b) stating, "... and shall be limited to during business operating hours only."

Naomi Johnson read a letter from a sign expert offering his opinion regarding internally lit signs. He did not recommend allowing internally lit signs. Discussion ensued regarding the difference between internally lit and lighting located within the structure of the sign itself.

The Planning Commission agreed that they will have Michael Normyle review what would be an appropriate lumens allowance from a distance perpendicular to the sign. The Planning Commission asked Julie Hance to provide a copy of "Promoting Quality Outdoor Lighting in your Community".

3. REVIEW UNIFIED DEVELOPMENT BYLAW CORRECTION:

Addison Greenwood presented a letter to the Planning Commission requesting that the waiver language be changed to help accommodate his situation. Tom Bock read the new language that was proposed on July 20, 2015 which will help to resolve this issue.

Tom Bock provided an update to the Planning Commission regarding his discussion with the Selectboard about beginning to govern driveways for safety standards. The Selectboard had stated that they do not want to begin regulating driveways. Discussion ensued that perhaps disclaimer language could be added to the Highway Access Permit. Julie Hance will make this an agenda item for the next Planning Commission meeting. Harry Goodell will work with Matt Wilson and present Julie Hance some language.

The Planning Commission discussed the terminology, "Rural Character". The Planning Commission agreed to allow Claudio Veliz to come back with some draft language. Julie Hance was asked to speak with Jason Rasmussen regarding the Supplemental Standards section of each district.

The Planning Commission discussed the Special Criteria section of the UDBs. It was agreed that the Planning Commission members would review the districts where special criteria should be allowed. Claudio Veliz stated that he will provide Julie Hance with a document from the Secretary of the Interior regarding New England Architecture. Naomi Johnson mentioned that Windsor takes more of a street scaping approach to their design criteria. The Planning Commission members will review the Supplemental Standards for each District. Randall Wiggin also read the language from the Stowe regulations. Julie Hance will pass these out for the next meeting.

4. CITIZENS COMMENTS:

Julie Hance questioned which Planning Commission members are going to attend the September 9, 2015 training.

5. SET DATE FOR NEXT MEETING:

The next meeting was set for Monday, September 21, 2015 at 7:00 p.m.

6. ADJOURN:

A motion was made by Harry Goodell to adjourn. Seconded by Randall Wiggin. There being no further business at this time, the meeting adjourned at 8:56 p.m.

Julie Hance
Planning Director

Thomas Bock
Chairman of the Planning
Commission